#### FARMINGTON BOARD OF SELECTMEN

#### **Tuesday, June 11, 2013**

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Hufnagel, Dennis Pike and Joshua Bell. Jessica Berry was absent. Town Manager Richard Davis, Town Secretary Linda Grant, Code Enforcement Officer Steve Kaiser, Police Chief Jack Peck, Officer Ryan Wagner (6:30-8:00 P.M.), Fire Rescue Chief Terry Bell and Assistant Chief Tim Hardy, Public Works Director Denis Castonguay (6:30-8:10 P.M.), Channel 11, and members of the press and public were also in attendance.

#### **ITEM 1: Pledge of Allegiance to the Flag**

Chairman Ryan Morgan led those present in the Pledge of Allegiance to the Flag.

Alan Archibald had not yet arrived so the Board moved on to Item 3.

# To Consider Initiating Action to Insure the Cleanup of the Property Located at 331 Town Farm Road, Owned by Katherine Gajdukow and Occupied by Katherine Gajdukow and Keith Melancon

Richard Davis reviewed Code Enforcement Officer Steve Kaiser's update memo dated May 3, 2013. Mr. Kaiser was present and further reviewed this situation, including the current violations of the December 8, 2009 Consent Agreement, the recently resolved violations, updated inventory and photos. Keith Melancon was present and addressed the questions of the Board. The Board made suggestions as to making the appearance of the property more acceptable and stay compliant with the Consent Agreement. The Board also encouraged Mr. Melancon to work with Steve Kaiser and keep him informed.

### ITEM 2: To Hear a Presentation on Recycling and Waste Disposal by Alan Archibald of Archie's, Inc.

Andrew Hufnagel explained his interest and research regarding the Town of Farmington's options for recycling and waste disposal. Alan Archibald was present and handed out to the Board a copy of his proposal to take over the Town's solid waste and recycling disposal, and explained the two options for services. Public Works Director Denis Castonguay contributed to the discussion. Mr. Hufnagel suggested that a future meeting be held to gather more information and answer questions that the Board may not know to ask. He also requested that Mr. Archibald email the Board a breakdown of the costs for his proposal.

## ITEM 4: To Consider Applying Jointly with UMF for Funding for a Public Emergency Warning System (Ben Pratt)

Richard Davis stated that Ben Pratt was unable to be present. He reviewed the meeting between Mr. Pratt, Franklin County Emergency Management Officer Tim Hardy and himself last week, and passed around a packet that Mr. Pratt had given him which gave a description of the proposed system. Mr. Davis explained that, although there would be no initial cost to the Town because it is a 100% grant program, there would be minimal maintenance costs, thus his recommendation that the Town not take on any additional obligations. The Board discussed their concerns with the unknown costs. Franklin County Emergency Management Officer Tim Hardy was present and explained that any web based or internet capabilities would have to be handled through a third party as that is not a part of this company's system. Fire Rescue Chief Terry Bell was also present and stated that it was his feeling that the University thought they would have a better chance of getting the grant if the Town were involved.

Andrew Hufnagel moved to not consider applying jointly with UMF for funding for a public emergency warning system; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

#### ITEM 5: To Award the bid for Crack Sealing

Richard Davis reviewed the bid tabulation of the three (3) bids received and recommended that the bid be awarded to ProSeal, LLC of Waterville at a total cost of \$6,700. Mr. Davis reported that \$6,000 has been budgeted for this project.

Dennis Pike moved to award the bid for crack sealing to ProSeal, LLC for the amount of \$6,700; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

# ITEM 6: To Authorize the Fire Rescue Chief to dispose of the Surplus Squad Truck by bid Process or Other Means

Richard Davis reviewed the annual Town Meeting Warrant Article that allows Selectmen to authorize the disposal of surplus items. Chief Terry Bell asked for authorization to park the vehicle in the front parking lot with a for sale sign on it, thus avoiding any bid advertisement costs. In the alternative, he can put it out to bid tomorrow with the due date for bids to be June 21<sup>st</sup> so that the Selectmen will be able to award the bid at their

## ITEM 6: To Authorize the Fire Rescue Chief to dispose of the Surplus Squad Truck by bid Process or Other Means (Cont.)

June 25<sup>th</sup> meeting. Chief Bell also explained that there is certain fire equipment still on the vehicle which will stay on if the bid is awarded to one of the fire departments that is interested, but removed if the bid is awarded as a private sale.

Dennis Pike moved to authorize the Fire Rescue Chief to dispose of the surplus squad truck by verbal advertisement, with written bids due on June 21<sup>st</sup> and bid award to be made at the June 25<sup>th</sup> Selectmen's meeting; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

# To Confirm the Employment of Warren L. Bryant, Jeffrey A. Field, and Anthony A. Seeley as Probationary Firefighters

Richard Davis stated that Chief Bell has asked for authorization to hire these three applicants as probationary firefighters, all of whom have been through the normal interview process and background check with no issues. Chief Bell stated that the probation period is for one year, but can be longer if necessary.

Dennis Pike moved to confirm the employment of Warren L. Bryant, Jeffrey A. Field, and Anthony A. Seeley as probationary firefighters; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

### ITEM 8: To Confirm the Employment of Ryan L. Wagner as a Farmington Police Officer

Richard Davis stated that after conducting a hiring process, Chief Peck is recommending the hiring of Ryan L. Wagner. Chief Peck introduced Mr. Wagner and gave a brief description of his background. Mr. Wagner thanked the Selectmen for their consideration.

Dennis Pike moved to confirm the employment of Ryan L. Wagner as a Farmington Police Officer; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

# 1TEM 9: To Accept a Federal Grant to Construct Sidewalks on Farmington Falls Road and Main Street and Authorize the Expenditure of Local Matching Funds from the Sidewalk Reserve Account

Richard Davis reviewed a letter dated June 3, 2013 from Dan Stewart of the MaineDOT and explained the logistics and estimated cost of the project. Mr. Davis further explained that the start of this project is contingent upon federal funding becoming available, which currently is not. Mr. Davis reported that there currently are funds in the Sidewalk Reserve Account to cover the Town's matching funds, and asked the Selectmen to commit funds to this project from that account.

Dennis Pike moved to accept a federal grant to construct sidewalks on Farmington Falls Road and Main Street and authorize the expenditure of local matching funds from the Sidewalk Reserve Account; Andrew Hufnagel seconded.

## VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

Mr. Hufnagel reported on an Active Community Environment Training Conference that he recently attended in South Paris which discussed public safety for pedestrians and cyclists, and promoted physical activity, which he related to this type of grant. Mr. Davis commended and thanked local resident Sarah Martin who was instrumental in getting the grant application together.

# To Discuss the Potential Impacts of the State Budget, as Recommended by the Legislature's Appropriations Committee, on the Town of Farmington

Richard Davis reviewed a Maine Municipal Association Action Alert dated June 7, 2013 which discusses the current recommendation of the Appropriations Committee in terms of the proposed State budget. He explained that because Farmington's budget is based on the calendar year rather than the fiscal year, the impact will only be for half of this year, which he estimates to be approximately \$72,752, or 20 cents on the mill rate, or a \$20.00 increase on a \$100,000 property. Mr. Davis emphasized that there are still a lot of proposals being presented so it's still not clear what the actual amount of loss will be. He explained, and the Board discussed, the options that he feels the Town will have in covering the loss of revenue for the remainder of this year.

# ITEM 11: To Hear an Update on the Hiring Process for the Wastewater Superintendent Position

Richard Davis reported that the position has been re-advertised and more widely advertised, and the application deadline extended due to the small number of applicants and the desire to broaden that pool of applicants. Andrew Hufnagel explained that in reviewing the applications it was found that Farmington has a very competitive benefit package so that information was included in the second advertisement. Joshua Bell generated a brief discussion regarding salary.

### ITEM 12: To Appoint a Board Member to the Androscoggin Valley Council of Governments (AVCOG) General Assembly

Richard Davis reviewed an email from AVCOG dated June 3, 2013 which asks for any updates to the list of 2013-2014 General Assembly representatives, of which he is an active appointed Board member. He explained that an elected official is needed and also explained the member responsibilities. Andrew Hufnagel expressed his interest in being appointed to this Board.

Joshua Bell moved to appoint Andrew Hufnagel to the Androscoggin Valley Council of Governments General Assembly; Dennis Pike seconded.

### VOTE AFFIRMATIVE 3 ABSTAINED 1 ABSENT 1 MOTION CARRIED (Andrew Hufnagel)(Jessica Berry)

### To Accept the Resignation of Emily Floyd from the Revolving Loan Fund and Town Report Committees

Richard Davis reported that Emily Floyd has notified him that she is stepping down from these committees.

Dennis Pike moved to accept, with regret and appreciation, the resignation of Emily Floyd from the Revolving Loan Fund and Town Report Committees, with the request that a letter of appreciation for her many years of service be sent; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

### ITEM 14: To Approve the Minutes of May 14 and 28, 2013

Dennis Pike moved to approve the minutes of May 14 and 28, 2013; Joshua Bell seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

#### **ITEM 15:** To Discuss Other Business

A) Richard Davis reported that he is in receipt of a request from Kelly Cullenberg to hold the traditional 5K race on Friday, July 26<sup>th</sup>, which will be separate from the summer festival this year. The summer festival has been renamed the Summer Solstice Festival and will be held on June 22<sup>nd</sup> this year. Mr. Davis stated that there is no change in the race schedule from previous years, just that it will be a stand-alone event.

#### **ITEM 15:** To Discuss Other Business (Cont.)

A) (Cont.)

Dennis Pike moved to approve the request to hold a 5K race on Friday, July 26, 2013; Andrew Hufnagel seconded.

Ryan Morgan voiced his concern with the race not being held during festival activities and therefore the route not being barricaded. Mr. Davis stated Mrs. Cullenberg will be working on traffic control with Chief Peck.

### VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

Richard Davis stated that he is a member of the Maine Town and City
Management Association (MTCMA) and handed out to the Selectmen a copy of
the Ambassador Program Guidelines and Criteria, which is a new program that he
has been asked to participate in as an ambassador. He explained that the position
consists of advice and guidance only, with no monetary compensation other than
mileage and expenses reimbursement by the Association, and with the
understanding that his duties as a Town Manager will take precedence. Mr. Davis
explained that his application must be accompanied by the written support of the
Board of Selectmen and offered to read the letter that he had drafted in
anticipation of their support.

Dennis Pike moved to support the Town Manager's applications to become an ambassador for the Maine Town and City Manager's Association; Joshua Bell seconded.

Joshua Bell asked for clarification of this program's assistance versus that of the Maine Municipal Association (MMA). Mr. Davis explained that MTCMA is an affiliate group of MMA which provides training opportunities specifically to managers, as well as opportunities to interact.

### VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

Richard Davis read the letter that he had drafted and thanked the Selectmen once they had signed the letter.

C) Andrew Hufnagel asked for an update from Mark Caldwell at the next Selectmen's meeting on the Town's revaluation project, including the number of properties that have been looked at and how many are left, as well as how much the contractor has been paid to date and the balance. Richard Davis agreed to add

#### **ITEM 15:** To Discuss Other Business (Cont.)

- C) (Cont.) Mr. Caldwell to the next agenda and encouraged the Selectmen to look over the written information that he recently asked Mr. Caldwell to provide the Selectmen and had placed in their folders. Mr. Davis also stated that it is his understanding that the new values will be ready for the 2013 commitment.
- Andrew Hufnagel asked for an update from Sewer Clerk Mavis Gensel on the sewer hookup rates comparison research. Richard Davis stated that the Wastewater Control Survey is not yet complete, and in answer to Mr. Hufnagel's questions as to why a countywide telephone survey could not be conducted relative to economic development, explained why the comparison should be statewide rather than countywide. Mr. Hufnagel took exception to his request, in his perception, being ignored. Mr. Davis encouraged the Selectmen to wait for the Survey, as it is his feeling that the research should be addressed in a manner in which it provides the most useful information that can be used as a basis of a comprehensive decision. Mr. Davis stated that he will talk with Mrs. Gensel to find out when the Survey is anticipated to be complete.
- C) (Cont.) In answer to Joshua Bell's question as to whether an end date for the tax revaluation has been set, Richard Davis stated that one was not set, but assured the Selectmen that the revaluation will be done in time for the 2013 commitment.
- E) Joshua Bell stated that he received two complaints today regarding the school budget voting hours and asked if the hours can be extended to 6:00 P.M. next year to accommodate those residents who work until 5:00 P.M. or work out of town.

Joshua Bell moved to change the school budget voting hours to 12:00-6:30PM; Andrew Hufnagel seconded.

# VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

F) Joshua Bell generated a discussion regarding the annual COLA that the Town's employees receive, which he feels needs to be addressed relative to the Town's loss of revenue in the next two years. Richard Davis stated that COLA can be looked at during the next budget process. He explained that the Board has a policy which is written into the Police contract and an effort has been made to keep non-union employees consistent with union employees. Mr. Davis explained why he did not recommend Mr. Bell's suggestion not to give a COLA to non-union employees next year. It was the general consensus of the Board to discuss COLA during the next budget process. Dennis Pike pointed out that the COLA does not apply to the Selectmen.

#### **ITEM 15:** To Discuss Other Business (Cont.)

- G) Ryan Morgan suggested that the Town Manager reach out to Farmington's Canadian sister city by sending a letter. Mr. Davis stated that he will send a letter but pointed out that he does not have a lot of time to invest in this. He also pointed out that Senator Saviello was going to organize a trip to Canada which never materialized. Mr. Morgan stated that he will speak to Senator Saviello and other possible key people about assisting Mr. Davis with this request.
- **H**) Richard Davis requested that the Selectmen allow him to remove the action line from the agenda compilation process.

Ryan Morgan moved to allow the Town Manager to remove the action line from the agenda compilation process; Dennis Pike seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

There being no further business to come before the Board, Joshua Bell moved to adjourn at 8:45 P.M.; Dennis Pike seconded.

VOTE AFFIRMATIVE 4 ABSENT 1 MOTION CARRIED (Jessica Berry)

Minutes respectfully submitted by Linda H. Grant.

Dennis C. Pike - Secretary